

MINUTES OF MEETING OF JANUARY 10, 1946, of the BOARD OF PUBLIC WORKS

The Board of Public Works met on January 10, 1946, in the office of the Governor, State House, Annapolis, Maryland.

There were present: Herbert R. O'Connor, Governor
Hooper S. Miles, Treasurer
J. Millard Tawes, Comptroller.

Mr. Walter N. Kirkman, Director, Department of Budget and Procurement, also attended the meeting.

MARYLAND COMMISSION ON POST WAR RECONSTRUCTION AND DEVELOPMENT:

The Secretary advised the Board of receipt of a communication from Mr. Henry P. Irr, Chairman, Maryland Commission on Post-War Reconstruction and Development, calling attention to the fact that the total expense to the State for the 97 projects approved by the Board to receive State grants for the preparation of plans and specifications will be \$499,984. or all but \$16.00 of the \$500,000 allocated for this purpose from the Post War Fund.

The Board decided that the allocation of any additional funds for this purpose would be a matter to be considered when further applications are submitted for approval, among which will be the applications from Salisbury, Maryland for \$9,000, and from Somerset County.

The Secretary submitted to the Board 17 additional applications received from the Maryland Commission on Post War Reconstruction and Development for State grants of aid in the matter of preparation of plans and specifications, totaling \$62,773.00, making the total of applications for assistance received \$499,984.00, or all but \$16.00 of the \$500,000 allocated for this purpose.

The Board approved the recommendations of the Commission that these applications be approved and the grants authorized, as follows:

Board of Estimates of the Mayor & City Council of Baltimore: -

1. Project No. B. C. 72, dated December 29, 1944, for construction in connection with the new commercial airport for Baltimore City south of Linthicum Heights, Anne Arundel County - \$46,250.00.

Baltimore County: -

1. County Commissioners of Baltimore County, Project No. 3-45, dated April 13, 1945, covering additions and alterations to the Fire and Police Station at Dundalk - \$1,100.00.

Calvert County: -

1. Board of Education of Calvert County, Project No. 4-5, dated May 15, 1945, covering construction of an elementary school at Island Creek - \$750.00.
2. Board of Education of Calvert County, Project No. 4-6, dated May 15, 1945, for the construction of a junior high-elementary school at Mount Hope - \$1,800.00.

Howard County: -

1. Board of Education of Howard County, Project No. 13-1, dated May 22, 1945, for the construction of elementary school building at Elkridge - \$2,375.00.
2. Board of Education of Howard County, Project No. 13-6, dated May 25, 1945, for the construction of addition to elementary school building at Savage - \$500.00.
3. Board of Education of Howard County, Project No. 13-7, dated May 14, 1945, for the construction of addition to elementary school building at West Friendship - \$1,350.00.

Kent County: -

1. Chestertown Water Department, Project No. 14-B-1, dated May 4, 1945, replacement of water facilities located within the corporate limits of Chestertown - \$750.00.

Prince George's County: -

1. Board of County Commissioners, Project No. 16-30, dated October 16, 1945, for reconstruction of intersection of Queen's Chapel Road and Eastern Avenue, located in Prince George's County and District of Columbia - \$593.00.

2. Board of County Commissioners of Prince George's County, Project No. 16-31, dated October 16, 1945, for reconstruction of Riverdale Road and construction of Finn's Lane on a new location from Edmonston Road to Defense Highway, Prince George's County - \$827.00.
3. Board of County Commissioners, Project No. 16-32, dated October 16, 1945, for reconstruction of Sheriff Road from District of Columbia Line to George N. Palmer Highway - \$984.00.
4. Board of County Commissioners, Project No. 16-33, dated October 16, 1945, for reconstruction of interesection of George N. Palmer Highway and Eastern Avenue - \$453.00.
5. Board of County Commissioners, Project No. 16-34, dated October 16, 1945, for improvement of 40th Place and 41st Place (Dewey Street), Hyattsville - \$1,073.00.
6. Board of County Commissioners, Project No. 16-35, dated October 16, 1945, for improvement of Decatur Street in the Town of Edmonston - \$625.00.
7. Board of County Commissioners, Project No. 16-38, dated October 16, 1945, for reconstruction of intersection of Defense Highway and Landover Road, Prince George's County - \$882.00.

Washington County: -

1. Mayor and Council of Sharpsburg, Project No. 21-G-1, dated June 22, 1945, for water system to be located at Sharpsburg - \$1,343.00.
2. Mayor and Council of Sharpsburg, Project No. 21-G-2, dated June 22, 1945, for sewerage facilities to be located at Sharpsburg - \$1,118.00.

The Board confirmed verbal approval given by the individual members for the purchase of 122½ acres between Hollins Ferry road and the old Annapolis Road between Mt. Winans and Cherry Hill from the Whitaker Iron Company, of Wheeling, West Virginia, at a cost of \$45,000.00 for the site of the new institution to be known as Maryland Training School for Colored Boys. The site was selected by the members of the Board of Managers of Cheltenham School for Boys and the State Board of Public Welfare and recommended to the Board of Public Works for approval. The verbal approval given by the individual members of the Board for the acquisition of this property authorized Mr. Thomas B. Sprague, Chairman of the Board of Managers of Cheltenham School for Boys, to enter into a contract for the purchase of this property at a cost of \$45,000.

The Secretary brought to the attention of the Board a telegram received by him under date of January 6, 1946, addressed to The Board of Public Works from Lakeland Dorchester Heights Improvements Association;

First Precinct Community Improvement Association;

Lakeland Presbyterian Church;

The 13th District Democratic Club of Baltimore Co., Inc.;

Rosemount Improvement Association, Inc.;

The Westport Improvement Association; and

English Counsul Improvement Association, signed by E. E. Batson, 2910 Hollins Ferry Road, Baltimore, Maryland, advising the Board of a Mass Meeting held in protest of the acquisition of the Whitaker Iron Company property as a site for the new Maryland Training School for Colored Boys at Lakeland Church on Tuesday, January 8, 1946.

Representatives of the State Department of Public Welfare and of Cheltenham School for Boys attended this meeting and the Secretary was advised they would submit a report of this meeting for the information of the Board.

The Secretary brought to the attention of the Board a transmittal which had been received from Spring Grove State Hospital covering fees due Henry P. Hopkins, architect, in connection with construction plans for that institution, wherein the fee set forth was based on contract prices recently received by the Board for such construction, although not accepted by the State.

The Board decided that in the absence of any awards of contracts the fees to be received by architects would be based on the allotments made by the

Board for postwar construction and that as contracts are authorized the fees to architects would be adjusted to the basis of the amounts of the bids accepted.

The Secretary advised the Board that deed had been received from the County Commissioners of Washington County covering the site for the Chronic Disease Hospital - Western Shore; and that deed from the State has been prepared and recorded covering conveyance to the Commissioners of Washington County of approximately 35 acres of land in connection with this transaction; and that title policy of the Maryland Title Guarantee Company to the State is also on file.

The Secretary brought to the attention of the Board letter received from Palmer, Fisher, Williams & Nes, architects, (formerly Palmer & Lamdin) advising of completion of the plans and specifications of Cottage No. 8 for the Maryland Training School for Boys, and that they were now in a position to ask for bids for this construction.

In view of the present conditions in the building trade, the Board felt it would be well to defer asking for bids on Cottage No. 8 at this time.

The Secretary brought to the attention of the Board a request received from the Maryland Workshop for the Blind requesting a space in the new building for the Department of Health-Baltimore for a vending stand, to be operated by a blind person.

The Board deferred consideration of this request.

The Board considered recommendation made by Springfield State Hospital, as of January 3, 1946, that the construction program for that institution be handled as follows:

Construction of four Doctors' Cottages should be deferred until a later date.

Construction of the Attendants' Home should be proceeded with as promptly as possible and that the bid of Mullan Contracting Company in the amount of \$159,550 be accepted, with \$11,000 to be included in the contract as the fixed fee or maximum profit for the company, with the proviso that if during construction savings more than this amount develop, 50% of all such savings shall revert to the State and 50% to the contractor; and

Acceptance of the bid of Keystone Engineering Corporation in the amount of \$770 for all electrical lines and connections necessary in connection with the Attendants' Home various utilities being connected to the present electrical service; and

Acceptance of the bid of Charles T. King Company, Inc., in the amount of \$11,423 for the extension and connection of all water, heating, plumbing, and sewer connections for the proposed Attendants' Home to these various hospital service.

Further, that the additional amount of \$35,550 for the construction of the Attendants' Home be taken from the post-war construction item "Improvement and Equipment", as well as the contract prices for the work to be done by Charles T. King (\$11,423) and the Keystone Engineering Corporation (\$770).

After carefully discussing the entire situation, the Board approved the proposals outlined in letter dated January 3, 1946, from Springfield State Hospital and requested the Secretary to advise Dr. Jones accordingly.

The Secretary brought to the attention of the Board information received from the State Comptroller that following the approval by the Board of request of the University of Maryland for authority to purchase certain properties for the use of the University a transmittal had been received in his office to cover the cost of acquiring the Gilbert Property, in the amount of \$10,047.36. As the allotment for the purchase of this property was but \$10,000 the Comptroller's Office was unable to make payment of the full amount requisitioned. It was also stated that there had been legal expenses of \$57.00 in connection with the purchase of this land.

The Board requested the Secretary to advise the University of Maryland that there were no additional ^{funds} available for allotment to the institution for such costs and that it would be necessary for the University to absorb these expenses in its own budget in appropriate budgetary items.

The Secretary submitted to the Board for approval a form letter which the Maryland Commission on Post War Reconstruction and Development desires to send out in the case of local units desiring an extension of time for the preparation of plans and specifications. It was stated that the Commission will prepare these letters and forward them to the Secretary of the Board of Public Works for signature and mailing.

The form letter was approved by the Board.

The Board approved applications received from the Board of County Commissioners of Baltimore County, and from the Mayor & Council of Brunswick, Maryland, for payment of the State grants approved by the Board of Public Works, in each case the final plans, specifications and estimate being 100% complete, as follows: -

Baltimore County - Project No. 3-43, new Police Station,	\$1,075.00
Reisterstown, Maryland.	
Brunswick, Maryland - Project No. 10-A-2, storm water drains	
and parking area.	\$ 980.00.

The Comptroller was authorized to make the payments requested.

The Board stated, further, that it would be in order for the Comptroller to make payment of such grants upon receiving requisitions showing the approval of the Post War Commission thereon, and review by the Secretary of the Board, with a report of such payments made being submitted for the information of the members of the Board at each meeting.

Due to present conditions existing as to construction work, the Board rescinded approval previously granted for the building of a bridge in connection with the Chronic Disease Hospital-Eastern Shore and deferred reconsideration of the matter, until building conditions improve.

The Board approved recommendation of Mr. Kirkman that construction of the Chronic Disease Hospital-Eastern Shore be deferred indefinitely due to the fact that the cost would be excessive, the lowest bid received for this work having been \$1,736,875.00, while the allotment for this hospital is \$781,000.

The Board also approved deferment of construction of the Psychiatric Wing of the University Hospital because of information received by Mr. Kirkman that the cost would be approximately \$1,291,000 and but \$400,000 has been provided for the cost of this construction.

The Board approved the following payments which had been made by the State Comptroller on account of the State's postwar construction program.

Cheltenham School for Boys	\$1,319.40
Department of Motor Vehicles	8,060.00
Maryland Training School for Boys	1,830.60
Maryland Tuberculosis Sanatorium	10,800.00
Morgan State College	6,500.00
Springfield State Hospital	4,173.75
State Department of Health	120.60
" " " "	10,800.00
University of Maryland	79,354.00
" " " "	10,000.00

BOARD OF PUBLIC WORKS:

The Secretary brought to the attention of the Board report received from the State Auditor covering his examination of the records of the Board of Public Works for the period October 1, 1940 to June 30, 1944.

The Board ordered the audit report accepted and filed.

BOARD OF NATURAL RESOURCES:

The Secretary brought to the attention of the Board letter received from Semmes, Bowen & Semmes, dated December 14, 1945, inquiring as to the status of the proposal of the Socony-Vacuum Oil Company, Inc. to lease all of the State-owned land underlying the Atlantic Ocean, with the exception of the one-half mile strip leased to the Standard Oil Company of New Jersey.

After discussion of the matter the Board felt it should be referred to Dr. Joseph T. Singewald, Jr., Director, Department of Geology, Mines and Water Resources, with a request that he advise the Board as to the desirability of obtaining proposals from several companies which might be interested in leasing this area.

CHELTENHAM SCHOOL FOR BOYS:

In discussing the general situation at Cheltenham School for Boys, the Secretary stated that some persons were under the impression that construction of the Dining Hall, and the Intake Building, at Cheltenham School, proposed in the original recommendations for construction, were to be proceeded with promptly.

The Board decided that while plans and specifications for this work have already been completed no action looking toward construction would be taken at this time.

COMPTROLLER OF THE TREASURY:

The Board approved payment of the following refunds made by the Comptroller from Miscellaneous Appropriation #2, Item #17:-

Title Tax: -	Ariel Nathan Rush	\$5.51	
	James Creel Pyles	12.02	
	George Raymond Bryson	33.65	
	Washington Suburban Sanitary Com.	128.45	
	Michael Roman	17.77	
	Norman Martin Smith	5.71	
	Guarantee Motors	6.01	
	Robert Ignatius Dwyer	9.51	
	Joe Hillard Belford	6.47	
	William Glay Cornelius	19.04	\$244.14,

and from Item #208-C of the budget of the State Tax Commission, the following refunds covering franchise taxes paid in error to the State: -

Franchise Tax: -	Slesingers, Inc.	\$10.40	
	Baltimore Brushes, Inc.	60.00	
	Annapolis Yacht Basin, Inc.	10.00	
	The R. Vincent Co.	10.00	
	Salisbury Building and		
	Loan Association	75.00	
	Field Shoe Stores, Inc.	<u>25.00</u>	\$190.40.

DEPARTMENT OF PUBLIC BUILDINGS & GROUNDS:

The Secretary advised that Mr. Louis N. Phipps, owner of the property adjoining the State Power House, on which the State has been storing coal, had advised that he would need this property because of improvements he is contemplating making to his property. Mr. Phipps had stated to Mr. E. Lee Kries, Chief Engineer, that his plans include the use of the driveway owned by the State leading from Bladen Street, Annapolis, to the Power House, because of the ownership in common which he had with the State as to this property.

Investigation which the Secretary had Mr. Arthur Trader, Administrative Assistant in the office of the Commissioner of the Land Office, make as to the State's interest in this property indicates that the State has a Fee Simple title to the property and that Mr. Phipps has no right to enter into this property and should not count on any use of it in connection with any plans he has for the use of his own property adjoining the State property.

The Secretary was instructed to request the Attorney General to give an opinion as to the situation; particularly, whether the State has a Fee Simple title to the driveway and that Mr. Phipps does not have any right to make use of it as it has been indicated he intends.

DEPARTMENT OF MOTOR VEHICLES:

The Secretary brought to the attention of the Board a request received from the Department of Motor Vehicles for authority to write-off certain cases from the books of that department as set forth in their letter of December 5, 1945, which total \$847.70.

The Board approved the request.

DEPARTMENT OF STATE FORESTS AND PARKS:

The Secretary brought to the attention of the Board a proposed Agreement between the State and the Burnwell Coal Company for a license to strip mine coal in the State forest land in Garrett County.

In view of the fact that the letter of the State Law Department which accompanied the Agreement indicated that it might be found, upon investigation, that the Burnwell Coal Company in the lease it has to the property does not have absolute right to strip mine coal on the property, the Secretary was instructed to ask the State Law Department for a definite opinion as to whether the right which the Burnwell Coal Company has to the land includes the right to strip mine coal from the land. Action on the Agreement submitted was, therefore, deferred until the opinion of the Attorney General is received.

GENERAL EMERGENCY FUND:

The Board reviewed the status of the General Emergency Fund at this time and took the following action on allotments requested from that Fund.

- 1- Rescinded the allotment of \$1,400 to supplement the allotment for the work necessary to prevent erosion at Blakiston Island, the total cost of which is \$11,400. However, the Board approved an allotment of this amount, \$1,400, from the Post War Fund in order that the work done might be paid for.

- 2- Upon recommendation of Mr. Kirkman authorized payment for alterations at Cheltenham School for Boys to provide a Security Unit from the budget of the institution, possibly from salary items unexpended, in the amount of \$3,190.00, rather than by an allotment from the General Emergency Fund to the school as previously authorized by the Board.
- 3- Approved the transfer of \$8,220.00 from the General Emergency Fund to Miscellaneous Appropriation No. 2, Item #35 to take care of payment of premiums on bonds of Collectors of State Taxes as required by law, upon advice from the State Comptroller that this amount would be necessary.
- 4- Upon advice from the State Comptroller that additional funds would be required for the account "Office Rent" in Miscellaneous Appropriation #3, the Board authorized an allotment of \$6,534.00 from the General Emergency Fund for this purpose.
- 5- Approved the transfer of \$381.52 to the budget of the Maryland State Planning Commission to cover costs incurred by that agency in moving its office to the Equitable Building, Baltimore.
- 6- In considering a request of the Maryland Veterans Advisory Committee for funds with which to pay certain old bills of that agency, for which there is no appropriation, the Board decided that these accounts might be paid from the budget of the Board of Public Works and the matter closed.
- 7- Declined to authorize an allotment of funds to the University of Maryland to cover the costs of an industrial and business survey of Cumberland and Allegany County in the amount of \$10,000, but did approve the payment of this survey from the allotment in the Budget for Commissions created for the purpose of surveys to be spent under the direction of the Governor, being Miscellaneous Appropriation No. 2, Item #11.
- 8- Declined to approve additional funds being allotted to the Maryland Training School for Colored Girls for Case Supervisor-II; to Maryland Workshop for the Blind for home teaching service.
- 9- Referred to Mr. Kirkman request of the Maryland Training School for Boys for additional funds to cover overtime payments to be made to employees of that institution, for investigation.
- 10- Requests for allotments from the General Emergency Fund for the re-establishment of the Maryland Publicity Commission (\$8,394), and for the Veterans' Commission (\$10,213) for employees and additional expenses were referred to the Governor, Mr. Kirkman, and Mr. McCusker for further investigation and report to the Board.
- 11- Deferred action on request of the Land Commissioner for \$5,150 for expenses to be incurred with administering the law requiring the micro-filming of real estate plats, a station wagon, and a clerk.
- 12- Requested Mr. Kirkman to review the budgets of the various departments and where there were unexpended balances of allotments from the General Emergency Fund, or it would appear there might be such balances, instructed that such balances be impounded and returned to the General Emergency Fund. Mr. Kirkman was requested to make a report of his findings to the Governor, and later, at the next meeting of the Board, in order that it might be known exactly how much money would be available for allotment in considering requests from the various state departments for transfers from the General Emergency Fund.
- 13- Requested Mr. Kirkman to look into the matter of requests received from the State Employment Commissioner (\$10,851) and the Maryland Training School for Boys (\$17,810) for additional funds to cover personnel and operating expenses, and report to the Board at the next meeting.
- 14- Approved request of the State Employment Commissioner for an allotment of \$592.00 from the General Emergency Fund to take care of necessary salary adjustments.

LEASES:

Mr. Kirkman submitted to the Board letter which had been received from the Bethlehem-Fairfield Shipyard, Inc. advising that they desired to continue to occupy the space occupied by them at this time in the State Tobacco Warehouse for a period of two to four months, from December 31, 1945, under the provisions of the lease granted them January 1, 1944.

The Board approved a continuance of this occupancy.

Upon the recommendation of Mr. Kirkman the Board approved execution of leases in the following instances, by: -

- Maryland State Police - renewal of lease with James M. Goodman, of Frederick, Maryland, for State Police Barracks B in Frederick for a term of three years from February 1, 1946; and
- lease covering State Police Barracks on ground situated on the southeast side of the National Turnpike, 4 miles west of Cumberland, Maryland, containing 3 acres, for a period of 2 years from October 1, 1945, at the rate of \$720.00 for the two-year period.
- Maryland State Board of Plumbing Commissioners - Maryland Trust Company, for Rooms 203 and 205 Old Town Bank Building, Baltimore, for one year from January 1, 1946, at an annual rental of \$780.00.
- University of Maryland - lease covering a 3-acres tract of land at Harwood, Anne Arundel County, for one year from January 1, 1946, at an annual rental of \$1.00, for the Extension Service;
- lease covering a 3-acre tract of land near Preston, Caroline County, for one year from January 1, 1946, at an annual rental of \$1.00, for the Extension Service;
 - lease covering 2½ acres of land in Wicomico County on Lower Neck Road near Upper Ferry Road, for one year from January 1, 1946, at an annual rental of \$25.00; and
 - lease covering 2 acres of land at Berlin, Worcester County, for one year from January 1, 1946, at an annual rental of \$1.00.

Mr. Kirkman advised the Board of termination of lease for the Maryland Council of Defense, now known as Surplus War Property Department, covering 501-506 O'Sullivan Building, Baltimore, effective December 31, 1945, as this department is now occupying two rooms in the 104th Medical Regiment Armory, with no lease - there being no charge for rent, light, heat, or janitor service. The Board approved the termination of this lease.

Mr. Kirkman submitted to the Board a letter received from The Calvert Building & Construction Company, proposing that, if the lease for the State Planning Commission is not renewed at its expiration on December 15, 1946, the State will reimburse the Company in the amount of \$150.00, to cover the cost of installing necessary shelving.

MARYLAND STATE POLICE:

The Secretary submitted for the consideration of the Board a letter received from the State Insurance Department in connection with the request of the Maryland State Police for actuarial services necessary in connection with the Maryland State Police Pension Fund, in accordance with House Resolution dated March 27, 1945. It was stated by Mr. Ensor, Commissioner of the State Insurance Department, that his department was unable to undertake the necessary study because of insufficient help in that department and more particularly because there is only one actuary assigned to the department. It was the opinion of Mr. Ensor that this study should be undertaken by an actuary who has specialized in the installation and investigation of pension funds.

After carefully considering the matter again, the Board was agreeable to the Maryland State Police Department employing Mr. George B. Buck for this study provided there are funds available in the budget of the Maryland State Police which may be used for the payment of Mr. Buck's services.

MARYLAND WORKSHOP FOR THE BLIND:

Mr. Kirkman advised the Board that his report as to the Maryland Workshop for the Blind is not yet complete for submission to the Board.

THE MINERS HOSPITAL:

Mr. Kirkman discussed the situation with reference to the Miners Hospital with the Board and stated that things are in very bad shape at that institution, and that the State Department of Health is only willing to issue an Emergency permit for the hospital.

The Board requested Mr. Kirkman to make a further investigation of this condition and to report back to the Board as to what could be done in the way of putting the hospital in fairly good shape if the expenditure were limited to \$15,000.00.

MORGAN STATE COLLEGE:

Upon the recommendation by Mr. Kirkman, the Board approved the payment of \$1,067.50 from the Scholarship Fund of Morgan State College as set forth on transmittal list #2 of that Fund.

The Secretary brought to the attention of the Board communication received from Dr. D. O. W. Holmes, President, Morgan State College, advising the Board that the Department of Highways of Baltimore has requested permission to encroach slightly upon the property of the college at the corner of Arlington Avenue and Hillen Road, for the purpose of easing the curving on the school's side of the intersection and erecting the necessary curbing preparatory to paving the intersection with concrete. Dr. Holmes advised that the encroachment is negligible but that he felt the necessary permission should come from the Board of Public Works rather than him. There is no transfer of property involved in the improvement.

The Board felt there could be no objection to the encroachment requested at this time and approved same.

SPRING GROVE STATE HOSPITAL:

The Secretary advised the Board that a meeting had been held in the office of the Attorney General on December 12, 1945, at which there were present Dr. Silas W. Wletmer, Superintendent, Spring Grove State Hospital; Judge John Tucker, Vice President of the hospital; Mr. Herbert Rice, Secretary of the Board of Managers of the institution; the Attorney General, Mr. William Curran; and Mr. Kirkman and Mr. McCusker. This meeting was held in connection with sewerage charges being made to Spring Grove State Hospital by Baltimore County.

This matter is now in the hands of the Attorney General for attention.

STATE EMPLOYEES:

The Secretary called attention to the fact that it would be necessary for the State Comptroller to withhold payment of payrolls received from some State Agencies covering payment of "Overtime" to employees because of insufficient funds being available in the budgets of those agencies to take care of this additional expense.

The Comptroller advised that a circular letter had been addressed to all State Departments where employees are working overtime, calling attention to the fact that supplemental payrolls covering this "Overtime" could not be paid unless there was an appropriate budget item with sufficient credit balance to take care of such an expense.

The matter was discussed and it was felt that some of the requisitions for overtime pay were excessive and unnecessary.

The Board approved the payment of salary in lieu of vacations, in the following cases, the vacation pay requested being recommended by the head of

the departments concerned.

State Tobacco Warehouse - to P. Augustine Wheatley, Principal Clerk, \$158.00 covering 28 $\frac{1}{2}$ days of accumulated vacation, as the department has been unable to grant vacation leave in this case.

Maryland Tuberculosis Sanatorium - to William McKissick, the only carpenter on the grounds, covering vacation the institution was unable to grant him.

St. Mary's Female Seminary - to Tennyson Wood, Caretaker, for a week's vacation the school was unable to grant him in 1945.

Department of Budget & Procurement - to Andrew G. Foley, Warehouseman, payment for 5 $\frac{1}{2}$ days in lieu of vacation he was requested not to take because of the shortage of help.

STATE OFFICE BUILDING - Baltimore:

The Secretary advised the Board of receipt of a letter from the Huntingdon Democratic Association, Inc., of Baltimore, wherein recommendation was made that the new State Office Building to be erected in Baltimore be located in the block bounded by 23rd and 24th Streets, Maryland Avenue, and Howard Street, Baltimore.

The Board ordered this recommendation filed for future consideration.

STATE PROPERTY:

The Secretary called attention to the fact that several requests had been received for information as to whether the weekly and monthly reports of mileage of State-owned automobiles were to be continued, since rationing of automobiles and tires has ceased.

The Board felt the practice of filing these regular reports should be continued.

The Board approved the disposal of property owned by the State but of no further use to the State at this time, as follows:

- 1- By the State Comptroller's Office, one Elliott-Fisher Machine, for the sum of \$200.00; and
- 2- By the State Roads Commission, 1935 Ford Dump Truck-\$150; 76 worn out truck and care tires - \$11.40; 35 rolls of snow fence - to be burned; and 44 50-gallon tar drums - to be disposed of as junk.

DEPARTMENT OF BUDGET AND PROCUREMENT:

Mr. Kirkman brought to the attention of the Board the fact that in several instances State departments have been unable to collect bills due by the State Use Industries because of delay in following up such obligations within a three year period. Mr. Kirkman advised that it is the policy of the Department of Budget and Procurement to destroy various papers and contracts for purchases after a period of three years, feeling that all obligations under such contracts, where the merchandise has been delivered, would have been taken care of. When invoices have reached his department after three years have elapsed, there are no longer any contracts supporting such bills and they are unable to approve the bills for payment by the State Comptroller.

The Board approved the policy established by the Department of Budget and Procurement and instructed Mr. Kirkman that no bills should be approved by his department without the necessary supporting contracts being available.

STATE ROADS COMMISSION:

The Secretary advised the Board that the State Roads Commission is now preparing a statement of Accounts Receivable of that Commission as of December 31, 1945, in accordance with instructions received from the Board several months ago when the matter of these accounts was forwarded to the State Law Department for attention.

The Board confirmed approval given to the State Roads Commission verbally by the individual members of the Board for the execution of the following Deed, and Grant and Agreement, the members of the Board having affixed their signatures to these papers at the time of the verbal approval.

- 1- Deed conveying to Glenn L. Martin a certain piece or parcel of land in the 15th Election District of Baltimore County, which is no longer required in connection with the State Roads System; and
- 2- Grant and Agreement, in duplicate, between the State Roads Commission, the Board of Public Works, The Title Holding Company, and Biddle Realty Corporation and Oakgrove Apartment Corporation, to provide for a change in the original point of access, certain protection for the Martin Boulevard in the event a parking lot is developed on the property of the Biddle Realty Company, and all work called for in the Agreement is to be performed at no cost to the State Roads Commission with the possible exception of recording costs.

Mr. Kirkman submitted to the Board for consideration a request of the State Roads Commission for authority to purchase a lot of ground in Salisbury for storage space at a cost of \$4,230.00, covering 4.7 acres.

The Board requested Mr. Kirkman and Mr. McCusker to look into the need for this purchase and the reasonableness of the purchase price asked, and to report to the Board at a later date.

Mr. Kirkman brought to the attention of the Board a request received from the State Roads Commission for approval to the purchase of a tract of land on the south edge of Centreville, on U. S. Route 213, containing approximately 3 ares and a warehouse and well, from the Langrell Brothers at a cost of \$4,500. The Commission also desires to purchase the Uhland property at a cost of \$500. in order to secure a right-of-way to the property owned by Langrell Brothers.

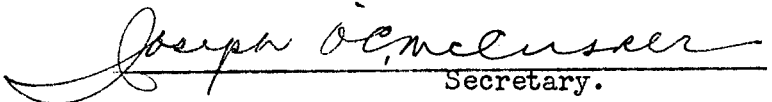
Mr. Kirkman and Mr. McCusker were requested to investigate this request as to price and necessity, and to report to the Board as to their findings.

UNEMPLOYMENT COMPENSATION BOARD:

The Secretary brought to the attention of the Board a communication and statement received from the Unemployment Compensation Board covering the fiscal activities of that Board for the quarter ended September 30, 1945, showing Interest Waived of \$1,818.03, and Adjustments, abatements & uncollectible items of \$17,629.26. A letter from Mr. Albert A. Levin, Special Assistant Attorney General, accompanied the statement and recommended approval by the Board of Public Works of this report.

The Board approved the action of the Unemployment Compensation Board as covered by the report.

There being no further business, the meeting was adjourned.


Secretary.